



ST. FAITH'S AND AYLSHAM  
RURAL DISTRICT COUNCIL



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THE  
ANNUAL REPORTS  
OF THE  
MEDICAL OFFICER OF HEALTH,  
THE  
CHIEF PUBLIC HEALTH INSPECTOR,  
THE  
ENGINEER AND SURVEYOR,  
AND THE  
HOUSING OFFICER

•

1969



ST.FAITH'S AND AYLSHAM RURAL DISTRICT COUNCIL

T H E  
A N N U A L     R E P O R T S  
of the  
MEDICAL OFFICER OF HEALTH  
the  
CHIEF PUBLIC HEALTH INSPECTOR  
the  
ENGINEER AND SURVEYOR  
and the  
HOUSING OFFICER  
for  
1 9 6 9

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- 1 9 6 9 -

ANNUAL REPORT OF MEDICAL OFFICER OF HEALTH PART 1

ANNUAL REPORT OF CHIEF PUBLIC HEALTH INSPECTOR PART 2

ANNUAL REPORT OF ENGINEER AND SURVEYOR PART 3

ANNUAL REPORT OF HOUSING OFFICER PART 4

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THE  
ANNUAL REPORT  
of the  
MEDICAL OFFICER OF HEALTH  
for the  
RURAL DISTRICT OF ST. FAITH'S AND AYLISHAM  
NORFOLK  
for the year ending 31st December, 1969

Mr. Chairman, Ladies and Gentlemen,

I have the honour to present the Annual Report for 1969.

During the year two long awaited sewerage disposal schemes came into operation, namely Drayton and Foulsham. There are still many areas where mains drainage is urgently needed. It is to be hoped that Governmental approval and availability of financial aid will soon mean provision of these amenities throughout the area wherever possible.

This step in improving the environment of the area comes in a year when more has been said both nationally and internationally about the environment in which we live and the pollution man produces in the air, the water and the soil. Attention was focused on the possible dangers of insecticides and pesticides and the use of cyclamates as artificial sweeteners. These potential dangers were eliminated by urgent action. But what of the problems of the permissive society - drug addiction, delinquency, promiscuity? Can we really leave it to the mythical "THEY" to do something about it.

A great contribution to the overall mental, physical and social well-being can be made by a progressive housing policy. More houses are required, young couples should not start their married life with "in-laws". Behaviour patterns of the "young marrieds" are not those of Mum and Dad and frictions within the family unit are inevitable. The advent of a baby produces even greater disharmony.

It has been suggested that young married couples be allocated a grant of money for the deposit on a house - an extremely difficult sum of money to accumulate - this grant to be made either by the local Housing Authority or by Governmental loan and to be repayable over a certain period. The mortgage would be obtained through the usual channels. In this way young people could acquire their own houses. Investigation of this idea would probably reveal that it would be a more economic proposition than building council houses to let at uneconomic rents.

A long hard look should be taken at the planning of houses and the utilisation of space. A house should be a place in which to live and enjoy leisure not just somewhere to eat and sleep. The idea of communal family entertainment is outmoded. Teenagers with tape recorders, record players and transistor radios do not mix with the more placid pursuits of parents. This only means a different look at the victorian sanctum - the parlour. Sound proofed it could become the retreat of the adolescent, leaving the dining room for quieter living. If more houses were adapted thus, there would be no need to congregate in

dimly lighted discotheques or smoky coffee bars, both the potential venue of the peddlers of pills and potions, in order to meet one's confreres. To have one's friends at home is surely the best way of keeping the family together while keeping the pleasures apart! This will require toleration and self discipline at all ages - the only way to emotional maturity and social stability. Hence a good housing policy could be the beginning of a more integrated society.

GENERAL STATISTICS

Pt.1.

Area in acres	92,120
Estimated mid 1968 population	54,550
Estimated mid 1969 population	56,010
Rateable value 1969	£1,757,348
Estimated product of Penny Rate 1969	£7,230

The estimated mid year population of 56,010 shows an increase of 1,460 over the mid 1968 population. The natural increase (births-deaths) 985 births - 601 deaths is 384, that is 1,076 new residents took up their abode in the area.

Pt. 1. VITAL STATISTICS

	<u>1969</u>	<u>1968</u>	<u>ENGLAND AND WALES</u>
Live Births	985	983	797,542
Live Birth Rate per 1,000 population (adjusted)	17.4	17.72	16.3
Illegitimate live births per cent of total live births	5%	4.98%	8%
Still births	19	13	10,662
Total still and live births	1,004	996	808,204
Infant Deaths (deaths under 1 year)	16	9	14,397
Infant Mortality Rates			
Total infant deaths per 1,000 live births	16	9.09	18
Legitimate infant deaths per 1,000 legitimate live births	15	9.09	17
Illegitimate infant deaths per 1,000 illegitimate live births	42	-	25
Neonatal mortality rate (deaths under 4 wks. per 1,000 live births)	12	5.08	12
Early neonatal mortality rate (deaths under 1 wk per 1,000 live births)	10	5.08	10
Perinatal mortality rate (still births and deaths under 1 wk.) per 1,000 total births	29	18.0	23
Maternal Mortality		-	
Deaths all ages	601	618	579,463
Death rate (adjusted)	10.4	11.19	11.9

The number of illegitimate births - 48 - gives 5% of the total live births. This compares with 8% for England and Wales and is approximately the same as the last five years.

4.98% 1968, 4.5% 1967, 4.6% 1966, 4.5% 1965 and 4.7% 1964

Of the 48 illegitimate live births, 2 died under the age of 1 year, this gives an illegitimate infant death rate of 42 per 1,000 illegitimate live births.

There were 19 stillbirths and 10 deaths under the age of 1 week giving a perinatal mortality rate of 29 per 1,000 total births. This shows a rise compared with last year but small figures are deceptive. Better antenatal care may give more live births but in some cases the precarious hold on the thread of life is soon relinquished by those babies not truly able to sustain a separate existence.

Once again I am pleased to report there have been no maternal deaths.

The death rate is slightly lower than last year and compares satisfactorily with that for England and Wales.

CAUSES OF DEATH

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Other Tuberculosis, including late effects	1	-	1
Malignant Neoplasm, Buccal cavity etc.	1	1	2
Malignant Neoplasm, Oesophagus	-	1	1
Malignant Neoplasm, Stomach	3	4	7
Malignant Neoplasm, Intestine	10	10	20
Malignant Neoplasm, Lung, Bronchus	22	2	24
Malignant Neoplasm, Breast	-	11	11
Malignant Neoplasm, Prostate	8	-	8
Leukaemia	3	1	4
Other Malignant Neoplasms	18	12	30
Diabetes Mellitus	1	3	4
Avitaminoses	1	-	1
Other Endocrine etc. diseases	-	2	2
Mental Disorders	1	1	2
Meningitis	1	-	1
Other diseases of Nervous System	1	5	6
Active Rheumatic Fever	-	1	1
Chronic Rheumatic Heart Disease	1	3	4
Hypertensive Disease	5	2	7
Ischaemic Heart Disease	86	61	147
Other forms of Heart Disease	13	27	40
Cerebrovascular Disease	34	60	94
Other diseases of Circulatory System	10	15	25
Influenza	2	1	3
Pneumonia	22	37	59
Bronchitis & Emphysema	15	3	18
Asthma	2	1	3
Other diseases of Respiratory System	2	6	8
Peptic Ulcer	4	1	5
Intestinal Obstruction & Hernia	1	2	3
Other Diseases of Digestive System	3	4	7
Nephritis & Nephrosis	1	-	1
Hyperplasia of Prostate	5	-	5
Other Diseases, Genito-Urinary System	4	-	4
Diseases of Musculo-Skeletal System	-	5	5
Congenital Anomalies	5	1	6
Birth Injury, Difficult Labour etc.	2	2	4
Other Causes of Perinatal Mortality	2	2	4
Symptoms and Ill Defined Conditions	-	3	3
Motor Vehicle Accidents	3	1	4
All other accidents	5	4	9
Suicide and self-inflicted injuries	3	4	7
All other external causes	-	1	1

There were 601 deaths in 1969 giving a death rate of 10.4 per 1,000 (adjusted). Of these 50.4% occurred over the age of 75 years; 89.5% occurred over the age of 55 years. 62 deaths occurred under 55 years of age, of these 16 occurred in the first year, 12 of which were in the first four weeks of life. Between the ages of 1 year and 45 years there were 24 deaths. In the 55-64 years age group 50 men died and 24 women, but this levelled out in the next age range 87 males and 74 females. Over 75 more women than men died, 175 females to 128 males - obviously more women left to die in this age group. It is a well known fact that women live longer than men. All these figures are fascinating. One interesting point is that unlike a recently published survey of postneonatal deaths, the infant deaths in St. Faith's and Aylsham occur mainly in the first four weeks. In the survey referred to above the greater loss of life occurred over the age of 4 weeks and under 1 year. How many of these deaths are avoidable deaths is difficult to say. Of the 12 babies who died in the first four weeks of life 3 had congenital abnormalities, 4 made a difficult entry into the world, 4 died from prematurity and 1 from infection.

There were 4 deaths due to motor accidents and 7 deaths due to suicide and self inflicted injury - 3 of these occurred in the 25-34 age group and 2 in the 45-54 age group. In 1968 there were 4 deaths due to suicide and self-inflicted injury. It is to be hoped that the increase is not significant.

#### Malignant Disease

There were 601 deaths in 1969. 107 deaths were due to cancer i.e. 17.8% of all deaths. Of these deaths due to malignant disease 22.42% were due to cancer of the lung. In other words approximately 4% of all deaths were due to Lung Cancer. As is well known there is a close relationship between smoking and lung cancer and it may well be that most if not all of these 24 cases need not have occurred.

#### Coronary Heart Disease

This is another condition in which there is a strong correlation between smoking and the disease. In 1969 147 people (86 males and 61 females) died of coronary heart disease, that is, 24.45% of all causes of death were due to this disease.

The following tables show the age/sex incidence of coronary heart disease and lung cancer, the two diseases which together accounted for 42.3% of deaths in 1969.

Disease		Age in years				
		35-44	45-54	55-64	65-74	Over 75
Coronary Heart Disease	Male	1	4	18	28	35
	Female	-	-	6	14	41
Lung Cancer	Male	-	4	5	10	3
	Female	-	1	-	1	-

INFECTIOUS DISEASE

Pt. 1.

	<u>1969</u>	<u>1968</u>	<u>1967</u>
Scarlet Fever	7	14	29
Whooping Cough	3	20	25
Measles	54	429	549
Dysentery	19	33	2
Meningo-coccal infection	-	-	1
Food Poisoning	7	1	1
Ophthalmis Neonatorum	-	-	1
Poliomyelitis	-	1	-
Infective Jaundice	6	10	-
Tetanus	1	-	-

Measles

It would appear that the vaccination of children against this infection had some effect as shown by the great diminution of notified cases, but a ten year survey of case incidence would give a better indication of this, for measles may like scarlet fever be in a phase of diminished incidence. The graph shows the month by month incidence, not the old pattern of a Spring infection.

Tetanus

This disease was made notifiable under the Public Health (Infectious Diseases) Amendment Act 1968. There was one case notified.

Tuberculosis

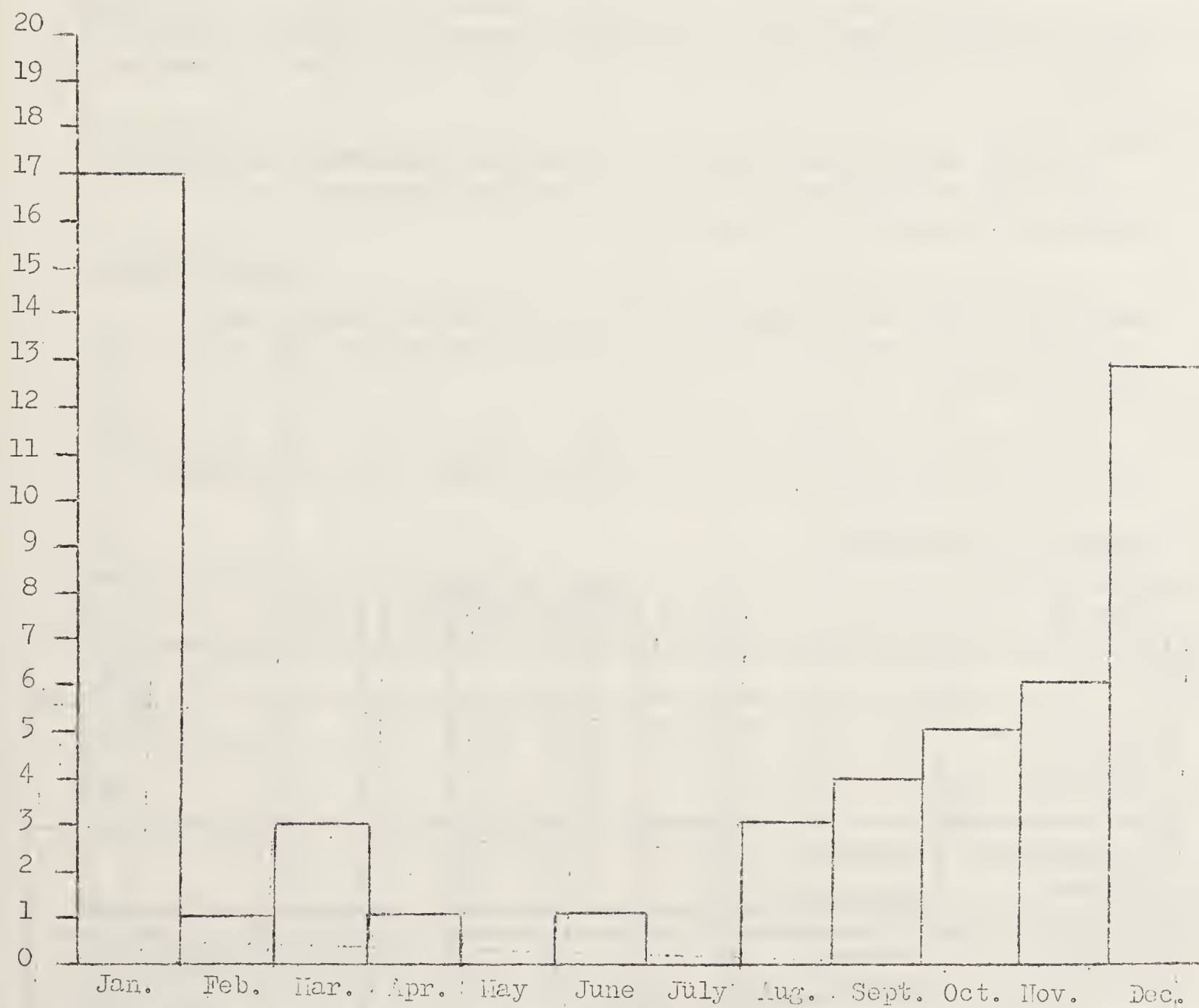
	<u>1969</u>			<u>1968</u>		
	<u>Male</u>	<u>Female</u>	<u>Total</u>	<u>Male</u>	<u>Female</u>	<u>Total</u>
Pulmonary	107	84	191	104	89	193
Non Pulmonary	17	33	50	16	33	49
Total	124	117	241	120	122	242

During 1969 there were ten new cases notified (1 female non pulmonary, 1 male non pulmonary, 3 female pulmonary and 5 male pulmonary).

Nine cases were removed from the register during the year, of these 6 recovered and 3 removed from the area (1 female non pulmonary, 7 female pulmonary and 1 male pulmonary).

There was one inward transfer (1 female pulmonary) and 1 (female pulmonary) removed from the register for non attendance. There were 2 deaths from tuberculosis (1 female, 1 male both pulmonary tuberculosis).

INCIDENCE of MEASLES in the  
RURAL DISTRICT of  
ST. FAITH'S and AYLSEAM  
1969



Norfolk County Council provide immunisation and vaccination against whooping cough, diphtheria, tetanus, poliomyelitis, smallpox and tuberculosis, in the Child Health Clinics and the School Health Service.

Primary immunisation against whooping cough, diphtheria and tetanus (triple vaccine) and poliomyelitis (oral vaccine) is commenced in the fourth month of life, a second dose is given two months later and a third dose six months after the second one. A reinforcing dose of diphtheria/ tetanus and poliomyelitis vaccine is given on school entry.

In the penultimate term of school attendance a further reinforcing dose of tetanus toxoid and poliomyelitis vaccine is given. It is essential to maintain a high level of immunity to tetanus in agricultural country.

Measles vaccination schemes were delayed during the year because of shortage of vaccine. It is hoped that the programmes will be completed during the current year.

It is still important that children should be vaccinated against smallpox in the second year. At this age little inconvenience occurs but as an adult a primary smallpox vaccination can be very uncomfortable!

The following tables show the work carried out in the preventive field by General Practitioners and Departmental Medical Officers.

General Practitioners

Type of Vaccine	Course	1969	Year of Birth			1962-1965	Others under 16	Total
			1968	1967	1966			
Diphtheria/ Tetanus & Whooping Cough	Primary	223	450	28	4	8	2	715
	Reinforcing	-	83	243	26	132	17	501
Diphtheria/ Tetanus	Primary	-	3	2	-	4	-	9
	Reinforcing	-	5	7	2	307	116	437
Tetanus	Primary	-	1	1	1	2	30	35
	Reinforcing	-	2	2	2	41	114	161
Diphtheria	Primary	-	-	-	-	-	-	-
	Reinforcing	-	-	-	-	-	1	1
Measles	Primary	-	38	92	40	68	2	240
	Reinforcing	-	-	-	-	-	-	-

Type of Vaccine	Course	1969	Year of Birth			1962-1965	Others under 16	Total
			1968	1967	1966			
Diphtheria/ Tetanus & Whooping Cough	Primary	21	45	5	3	2	-	76
	Reinforcing	-	17	30	5	1	-	53
Diphtheria/ Tetanus	Primary	-	-	-	-	1	-	1
	Reinforcing	-	-	-	-	544	4	548
Diphtheria	Primary	-	-	-	-	-	-	-
	Reinforcing	-	-	-	-	6	-	6
Tetanus	Primary	-	-	-	-	-	-	-
	Reinforcing	-	-	-	-	-	148	148
Measles	Primary	-	7	18	9	7	-	41
	Reinforcing	-	-	-	-	-	-	-

SMALLPOX G.P.s

Age when vaccinated	0 - 3 mths	3 - 6 mths	6 - 9 mths	9 - 12 mths	1 yr.	2 - 4 years	5 - 16 years	Total
Primary vaccination	5	10	6	2	310	151	52	536
Re-vaccination	-	-	-	-	-	3	166	169
	5	10	6	2	310	154	218	705
<u>A.C.M.O.</u>								
Primary vaccination	-	-	-	-	63	9	-	72
Re-vaccination	-	-	-	-	-	-	-	-
	-	-	-	-	63	9	-	72

POLIOMYELITIS G.P.s

Type of vaccine	Course	1969	Year of birth			1962-1965	Others under 16	Total
			1968	1967	1966			
Sabin (Oral vaccine)	Primary	222	430	24	5	19	15	715
	Reinforcing	-	86	223	19	359	222	909
<u>A.C.M.O.</u>								
Sabin (Oral vaccine)	Primary	21	36	4	3	8	-	72
	Reinforcing	-	2	1	-	569	164	736

Pt. 1. Protection against tuberculosis is offered via the School Health Service to all 13 year old children. The work done in this field by the School Medical Officers is shown in the following table.

P.1.

### B.C.G. Vaccination

Number of children eligible	543
Number of acceptances	496
Number of children Heaf tested	458
Number of tests read	438
Number of tests positive	40
Number of children vaccinated	385
Tuberculin Index	9.2%

The tuberculin index is the percentage positive readings of the total readings.

### Child Health Clinics

Details of the Child Health Clinics provided by Norfolk County Council are given below. At the clinics babies are examined by Medical Officers trained in Developmental Paediatrics so that the earliest deviation from normal development may be detected and referred to the general practitioner for treatment or further investigation. Immunisation against whooping cough, diphtheria and tetanus is given, also vaccination against smallpox and measles. Health Education talks are given and films are shown. Clinics are held at the following villages at the times stated:-

Aylsham	Ian Sears Clinic	First and third Friday each month. Dr. attends 1st Friday.
Cawston	Memorial Institute	First Tuesday each month.
Old Catton	Parish Hall	Second and last Wednesday each month. Dr. attends last Wednesday.
Drayton	Village Hall	First and third Monday each month. Dr. attends 3rd Monday.
*Felthorpe	Church Room	Second Tuesday each month.
*Foulsham	Frost Hall	Last Wednesday.
Hellesdon	Community Centre	Every Monday. Dr. attends 1st, 2nd and 4th Mondays.
*Horsham St. Faiths	Mission Room	Last Thursday each month.
*Horstead	Church Room	Second Tuesday each month.
*Rackheath	Village Hall	Second Thursday each month.
*Reepham	Bircham Institute	Second Friday each month.
Salhouse	Village Hall	Last Wednesday each month.
Spixworth	Methodist Church Hall	First and third Thursday. Dr. attends 3rd Thursday.
Sprowston	Methodist Church Hall	Every Friday. Dr. attends 2nd and 4th Fridays.
Taverham	Village Hall	First Thursday and 3rd Wednesday. Dr. attends 3rd Wednesday.

The clinics are held from 2 p.m. to 4 p.m., the Health Visitor is in attendance. The clinics Marked \* the Medical Officer visits occasionally; at the other clinics the Medical Officer attends as stated.

HOUSINGCouncil Dwellings

New dwellings completed in 1969	50
Houses	6
Flats	24
Bungalows	20

Twenty seven prefabricated bungalows were demolished and six "half-way" dwellings were demolished.

The housing stock increased by 17.

The number of new dwellings is pathetically inadequate. Young 'marrieds' have far too long to wait for their own home because due to the financial freeze mortgages are extremely difficult to obtain.

Improvements

Dwellings improved to discretionary grant standard	78
Dwellings in progress of improvement	44

Private development

During 1969 667 houses were completed by private enterprise and another 619 were in course of construction.

In conclusion I would like to thank the staff of the Rural District Council for their kindness and ever ready help; and the staff of the Health Office for their assistance in producing this report. I am grateful to the members of the Public Health Committee and the Council for their continued support and interest in the work of the Department.

I have the honour to be  
 Your Obedient Servant,  
 Lydia McMurdo  
 L.R.C.P., M.R.C.S., D.P.H.



The  
A N N U A L - R E P O R T  
of the  
CHIEF PUBLIC HEALTH INSPECTOR  
(B. J. Palmer, M.R.S.H., M.A.P.H.I.)  
for the year ended 31st December, 1969

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Mr. Chairman, Ladies and Gentlemen,

I have the honour to present my Annual Report on the work of the Public Health Department for the year 1969.

Staff changes which occurred towards the end of the year concerned Mr. G.R. Millward, District Public Health Inspector, who left to take up an appointment with Erpingham Rural District Council and Mrs. A. Gaskins, Shorthand Typist, who left the district. Mrs. A. Watts was appointed to replace Mrs. Gaskins and the position formerly held by Mr. Millward was not filled at the end of the year.

I would like to express my sincere thanks to you Mr. Chairman, members of the Public Health Committee and the Medical Officer of Health for continued support and interest and Chief Officers of other departments and their staff for their willing co-operation. My thanks also to all members of my department for the loyal, willing and conscientious manner in which they have performed their duties during the year.

I have the honour to be  
Your Obedient Servant,

B.J. PALMER,

Chief Public Health Inspector.

PUBLIC HEALTH DEPARTMENT

S T A F F

Medical Officer of Health

LYDIA McMURDO, L.R.C.P., M.R.C.S., D.P.H.

Chief Public Health Inspector and Inspector under  
Petroleum Acts

B.J. PALMER, M.R.S.H., M.A.P.H.I.

Deputy Chief Public Health Inspector

D.R. PARR, M.A.P.H.I.

District Public Health Inspectors

C.R. HOWES, M.A.P.H.I.

G.R. MILLWARD (from 6.1.69 to 28.11.69)

H.W. WATERS

Meat Inspectors

T.C. PEARCE, M.A.M.I.

J. WALKER, M.A.M.I.

Clerical Staff

MRS. P. BARBER

MRS. A. GASKINS (to 26.9.69)

MRS. A. WATTS (from 13.10.69)

The following summary of inspections and visits gives an overall picture of the work of the Department. As can be seen from the figures given the major portion of your Inspectors time is devoted to Housing, Improvement Grants, Poultry Inspection and general matters under the Public Health Acts. Almost all the visits to slaughterhouses are carried out by your two Meat Inspectors.

SUMMARY OF INSPECTIONS AND VISITS MADE DURING THE YEAR

Inspections under the Public Health Acts .. .. .	1432
Inspections under the Housing Acts .. .. .	3145
Improvement Grants Visits - Work in Progress .. .. .	1497
Improvement Grants - Final Visits .. .. .	178
Improvement Grants - Survey Visits .. .. .	424
Visits in Connection with keeping of Animals .. .. .	57
Inspections of Moveable dwellings .. .. .	19
Visits to Infectious Disease Cases .. .. .	233
Visits in connection with Rats and Mice .. .. .	60
Visits to Dairies .. .. .	43
Inspections of Meat Shops .. .. .	65
Visits in connection with Unsound Food .. .. .	292
Inspections of Bakehouses (with power) .. .. .	8
Inspections of Bakehouses (without power) .. .. .	2
Inspections of Provision Shops .. .. .	261
Inspections of Fried Fish Shops .. .. .	20
Inspections of Ice Cream Shops .. .. .	161
Inspections of Restaurant Kitchens .. .. .	69
Inspections under Shop Acts .. .. .	18
Inspections of Factories (with power) .. .. .	467
Inspections of Factories (without power) .. .. .	3
Visits in Connection with Scavenging .. .. .	924
Inspections of Public Houses .. .. .	25
Visits for taking Samples of Water .. .. .	180
Visits re: water supplies .. .. .	285
Inspections under Petroleum Acts .. .. .	339
Other Visits, Interviewing Owners etc. .. .. .	713
Other Inspections under Food Hygiene Regulations .. .. .	683
Visits under the Clean Air Acts .. .. .	93
Visits under Noise Abatement Acts .. .. .	104
Visits to Slaughterhouses .. .. .	1533
Visits under Offices, Shops and Railway Premises Act .. .. .	375
Visits under Market Stalls and Delivery Vehicles Act .. .. .	100
Visits under Agricultural Safety and Welfare Act .. .. .	2
Visits under Waste Food Order .. .. .	4
Visits to Outworkers Premises .. .. .	6
Inspections of Public Conveniences .. .. .	1
Inspections of Sewers .. .. .	7
Visits to Poultry Establishments .. .. .	608
Visits under Scrap Metal Dealers Act .. .. .	1
Visits under the Civic Amenities Act .. .. .	33
Visits under Animal Boarding Establishment Act .. .. .	7
Rooms Disinfected .. .. .	5
Visits under Meat Sterilization Regulations .. .. .	1
Visits under Pet Animals Act .. .. .	1
Visits re: Swimming Pool Samples .. .. .	43
Visits for taking Ice Cream Samples .. .. .	19
Visits under Litter Act .. .. .	1
- 3 -	TOTAL
	14,547

## Part 2

### Water Supplies

As reported last year samples are regularly taken from food premises and from private wells in the district. All samples taken from the former were found to be satisfactory.

During the year a supply of water in tanks had to be transported to Cawston College after the breakdown of the pumps at the school. Fortunately the pumps were in action again within 48 hours.

In my last year's report I mentioned the fact that some parishes and parts of parishes were without a supply of mains water and that if such a supply was afforded it was my opinion that the number of applicants for Improvement Grants in such areas would increase. The following, I consider, supports my opinion here.

A main extension was laid in 1968 to serve fourteen houses at Buxton Heath and by the end of 1969 six of those houses have had Improvement Grants and others were under consideration. In addition main water has been laid on to other houses which previously had an unsafe supply of well water.

One further small mains extension was approved during the year at the Meadows, Nylsham to serve eight properties, but work in laying this extension had not commenced by the end of the year.

### Public Cleansing

#### Refuse

With the exception of a few very isolated premises a weekly refuse collection service operates throughout the district.

The bulk of domestic refuse continues to increase as in previous years caused by new properties, increase in amount of packaging and the provision of central heating systems in more properties, thus dispensing with the open fire on which quite a proportion of packaging materials is burnt. During the year 717 private houses and 50 Council Houses were completed.

The service which operates for the collection of bulky articles, such as old bedsteads, mattresses, three piece suites etc., was busier than in previous years. 175 householders made use of the service, plus removal of dumped refuse as requested by Parish Councils. The Council's tips at Buxton, Reepham and Sparham are open for the deposit of refuse by members of the public and it is obvious that this arrangement is being used as the resultant untidy state after week-ends indicate. However, your tip workman is soon able to clean up, a far easier job of work than clearing up an isolated deposit in the countryside.

Two of your side loading lorries were converted to compression vehicles during the year and two more will be converted this year and it is to be hoped that when this work is completed the days of the unsatisfactory side loading lorries will be but a memory.

A new scheme was tried during the first two weeks in August of suspending the refuse collection service and allowing nearly all the workmen to have two weeks holiday then. A supply of plastic bags was left at each household for use as bin liners. The scheme did have its teething troubles, but public co-operation was excellent, having been informed of the arrangements and why in a leaflet that was left with the plastic bags. A skeleton staff was retained to carry out collections in the Broads area and also shops and other essential places. The scheme is to be repeated this year.

Following on the holiday scheme it was decided to offer ratepayers 52 bin liners for £1. 0. 0 in order that they could enjoy a hygienic method of refuse storage and collection. By the end of the year 286 had taken advantage of the scheme.

Complaints are still being received regarding the method of collection used in the district, i.e. 'skep system' and the resultant litter it leaves. It is to be hoped that it will soon be possible to adopt the bin liner method of collection even though it is considerably more expensive.

### Refuse Disposal

Refuse is disposed of by controlled tipping at Gt. Witchingham, Reepham and Buxton. The tip at Buxton will be filled by the end of 1970 and it is essential that a replacement site be found within the Eastern parishes before then.

Conditions at the tips during the majority of the year were very bad owing to the wet weather experienced and it was not really possible, except for brief periods, to have them in a presentable state.

Towards the end of the year the Norfolk Group Working Party issued their report on Refuse Disposal and you agreed to exploratory consultations with other participating authorities to see if some overall agreement in principle could be obtained in line with the Working Party's recommendations. Some means of agreement must be found so that refuse can be pretreated before ultimate disposal or else controlled tipping must be carried out on such a scale as to justify economically, expenditure on necessary machinery and plant to do the work properly.

### Nightsoil

During the year changes were made in this service so that all pail closets were emptied by one team of two men operating at night. Previously one team worked at night and another worked one day per week during the day. This economy was achieved by the declining demands on this service brought about by new sewerage schemes and septic tank drainage provided when improvements to properties are carried out.

## Part 2

### Cesspool Emptying

Surprisingly the number of loads removed by this service increased to nearly the same figure as that of 1967 which was the record year. This increase can only be attributed to the very wet weather experienced. However, on the bright side, part of the Central Parishes Sewerage Scheme came into operation for the parish of Drayton before the end of the year, and although this created extra demands on the service from householders having their cesspools emptied to facilitate connection being made to the new sewer, it was a demand that one is only too happy to cope with knowing that it is one cesspool less to be emptied again.

Delays were prevalent during the year ranging from 3 days to 14 days between the placing of an order and the work being carried out. With the coming into operation of the sewerage scheme now under construction in the parishes of Taverham and Drayton during 1970 and approval having been obtained for the Salhouse Scheme, it is hoped that future annual reports will present a much brighter picture, though, to my mind, this picture will not be satisfactory until all our principal villages are sewered and this service is only required for the isolated properties for which sewerage facilities cannot easily be provided.

Below are particulars of loads removed from Cesspools over the years 1960 to 1969:-

1960	.....	11,304 loads	1965	.....	10,527 loads
1961	.....	11,268 loads	1966	.....	10,901 loads
1962	.....	8,808 loads	1967	.....	11,346 loads
1963	.....	9,904 loads	1968	.....	10,707 loads
1964	.....	8,374 loads	1969	.....	11,185 loads

### Rodent Control

This service was operated as before with two full time Rodent Operators.

The work on killing the very large infestation of rats at one large pig holding reported under way in my last report was completed during the year, but it was necessary for continuing treatments to be carried out in order to control the numbers of rats.

Regular routine visits were maintained at the refuse tips with improved results.

The following details are taken from the Annual Return for 1969 as sent to the Ministry of Agriculture, Fisheries and Food.

1) Total No. of properties (including nearby premises) inspected following notification	1778	5
2) Number infested by (a) Rats	856	5
(b) Mice	117	-
3) (a) Total number of properties inspected for rats and/or mice for reasons other than notifications i.e. Survey	845	-
(b) Numbers infested by (i) Rats	78	-
(ii) Mice	16	-

OFFICES, SHOPS AND RAILWAY PREMISES ACT, 1963

320 premises were registered under this Act by the end of the year. All premises were fully inspected and a total of 29 informal notices were served. The principal items which were not being complied with were as follows:-

No Abstract of the Act	20
Inadequate Provision for Clothing	4
Inadequate provision for drying outdoor clothes	5
Absence of Thermometers	14
Inadequate Washing Facilities	7
Inadequate Drinking Water	1
Inadequate Artificial Lighting	5
Inadequate Sanitary Accommodation	6
Inadequate Provision for taking of meals	1
Inadequate Floor Covering	1
No Guard to Dangerous Machinery	1
Inadequate Heating	2
Inadequate First Aid Equipment	8
Inadequate seating for employees	1
Obstruction of Staircase and Passages	1
Redecoration	4
No Handrail to Stairs	1
Repairing Roof	1
Repairing Floor	1

The 29 informal notices which were served covered 19 different items.

By the end of the year only 6 of the 29 notices were outstanding. Two of these were in respect of temporary accommodation provided at Civil Engineering site works, one at a coal storage depot at which part of the works had been completed and the other three were notices served towards the end of the year and re-inspections had not been carried out.

Two accidents were notified. The first was in a provision store when an assistant, whilst serving a customer cut his leg on a knife which was projecting from under the counter.

The second accident was in a Distribution Depot when a workman twisted his foot on a stone and badly strained his left ankle.

Both these accidents were investigated and other than verbal advice in the case of the first mentioned accident no action was necessary.

The following table is an abstract of the Annual Report as submitted to the Ministry of Labour.

Registrations and General Inspections

<u>Class of Premises</u>	<u>Premises registered during the year</u>	<u>Total No. Registered</u>	<u>Registered Premises receiving general inspection</u>
Offices	5	66	66
Retail Shops	14	210	210
Wholesale Shops, Warehouses	3	28	28
Catering Establishments open to the public, canteens	-	15	15
Fuel Storage Depots	-	1	1

Total number of employees covered by registration - 916.

Noise Abatement Act 1960

Three main complaints were received relating to excessive noise caused by factories or workplaces within the vicinity of residential properties. Two were repetitions of previous complaints and the third concerned a sawmill. The latter was judged, after investigation, not to be a nuisance.

One complaint of noise from a large cooling fan appeared to have been satisfactorily resolved after the fan had been resited and sound-proofing remedial works executed. The third complaint regarding excessive noise from a factory was unresolved at the end of the year, though the firm concerned had taken advice of specialists and are to install ventilating plant during the coming year. It is to be hoped that when this plant is installed that the problem from noise will be overcome.

FACTORIES ACT 1961

	<u>No. on</u> <u>Register</u>	<u>Inspections</u>	<u>Written</u> <u>Notices</u>	<u>Occupiers</u> <u>Prosecuted</u>
<u>Premises</u>				
(i) Factories in which Sections 1,2,3,4 and 6 are to be enforced by Local Authorities	16	3	-	Nil
(ii) Factories not included in (i) in which section 7 is enforced by the Local Authority	244	451	15	Nil
(iii) Other premises in which section 7 is enforced by the Local Authority (excluding Outworkers' premises)	16	16	-	Nil
	<u>276</u>	<u>470</u>	<u>15</u>	<u>Nil</u>

Cases in which defects were found:-

	<u>No. of Cases in which Defects were found</u>			
	<u>Found</u>	<u>Remedied</u>	<u>To H.M.</u> <u>Inspector</u>	<u>By H.M.</u> <u>Inspector</u>
Want of Cleanliness	2	2	-	Nil
No Abstract Act displayed	-	-	2	-
<u>Sanitary Conveniences</u>				
(a) Insufficient	5	5	1	2
(b) Unsuitable or defective	5	4	2	-
(c) Not suitable for sexes	1	1	-	-

Outwork

<u>Nature of Work</u>	<u>No. of Outworkers in August</u> <u>List required by Section 110</u>	<u>No. of Instances of</u> <u>work in unwholesome</u> <u>premises</u>
Wearing apparel making etc.	18	Nil.

Slum Clearance

Outside inspections were made by the Slum Clearance Sub-Committee in the Parishes of Coltishall, Horstead and Horsham St. Faith when 43 houses were inspected.

Action taken consisted of the making of 5 Closing Orders, 27 Demolition Orders and the rescinding of 3 Demolition Orders after the houses had been repaired, these three properties all had Improvement Grants.

Summary of Housing matters is as follows:-

Number of houses in respect of which Closing Orders were made:	5
Number of houses in respect of which Demolition Orders were made:	27
Number of houses still under consideration at end of the year:	10
Number of houses vacated:	41
Number of houses demolished:	20
Number of houses closed:	5
Number of Demolition Orders rescinded after houses made fit:	3
Number of houses subject to Closing Orders still occupied at end of the year:	18
Number of houses subject to Demolition Orders still occupied at the end of the year:	58

Summary of Action taken during the Year

This year did see the commencement of more positive action in regard to sub-standard housing within the district. This was mainly in the parish of Horsham St. Faith's when the Slum Clearance Sub-Committee inspected 41 houses and towards the end of the year had a Time and Place meeting convened at the Mission Room in the Parish to discuss the properties with owners concerned.

Unfortunately the 'Credit Squeeze' still had its effect on the Council's house building programme and a really concerted effort on the slum clearance problem could not be undertaken. It was decided early in the year that the departments resources should be devoted to a survey of all pre-war property in the district to ascertain their standard of fitness and also facilities provided. This survey was well under way by the end of the year and when completed should indicate the slum clearance problem in the district and also the number of satisfactory houses which lack the amenities as laid down for Standard Improvement Grants.

Three old houses in the Parish of Hainford, which will be considered in the Council's future Slum Clearance programme, were subject to flood water early in the year and had to be pumped out twice by your cesspool emptiers.

Summary of action taken etc. during the last 9 years

	<u>1961</u>	<u>1962</u>	<u>1963</u>	<u>1964</u>	<u>1965</u>	<u>1966</u>	<u>1967</u>	<u>1968</u>	<u>1969</u>	<u>Total</u>
1. Number of houses inspected by Sub-Committee	44	36	58	6	Nil	13	64	8	43	272
2. Houses considered at Time and Place Meeting	39	59	61	14	4	27	72	37	49	362
3. Houses considered as suitable for Clearance Area	-	-	-	-	-	-	-	-	-	-
4. Demolition Orders made	28	50	49	16	Nil	21	47	32	27	270
5. Closing Orders made	8	8	3	4	5	5	6	11	5	55
6. Undertaking to repair accepted	1	-	-	6	-	3	-	-	4	14
7. Undertaking not to relet accepted	2	-	5	2	-	1	-	-	5	15
8. Total number of houses on which decisions made	39	58	57	28	5	30	53	43	41	354
9. Houses vacated	60	76	33	35	24	21	28	43	41	361
10. Houses repaired as a result of an undertaking	4	17	-	3	1	1	3	-	3	32
11. Houses demolished after service of Demolition Orders	61	63	66	51	38	19	30	40	20	388
12. Unfit Houses demolished voluntarily	-	13	-	-	-	-	-	2	1	16
13. Demolition Orders rescinded	2	1	-	3	4	2	6	7	3	28
14. Houses closed	-	36	11	11	4	2	3	6	5	78
15. Total number of houses finally dealt with	67	130	77	68	47	24	42	55	32	542

IMPROVEMENT GRANTS

During the year the Council approved proposals for Improvement Grants in respect of 37 houses and the promised grants amounted to £19,228.12.4. 3 applications were refused but these were offered Standard Grants.

Work at 33 houses was completed during the year and the amount paid was £11,721.7.2. plus one instalment of £140.0.0.

Approval was given for Standard Grants in respect of 90 houses, the maximum amount of grants that could be paid was £20,139.16.3. 6 applicants transferred to E.C. Conversion Grants. 1 application was refused and 2 applications were not paid as work was commenced before approvals were issued.

Work at 102 houses was completed, and the amount of grants paid was £20,639.12.6d.

The number of Improvement Grants (old term Discretionary Grants) increased by 6 and Standard Grants decreased by 30 compared with the previous year. These numbers are disappointing but were not unexpected as the new Housing Act 1969 did not come into operation until late July and was not really put into operation until October, no meeting having been held in September in order to allow the full impact of the provisions of the new Act to be assimilated. Many enquiries were received in the first half of the year about the new Act and its improved amount of grants and many intending applicants delayed applying until the new Act became law.

One aspect of the new improvement grant was already making itself prominent, and that was in respect of old sub-standard properties, even those which had a demolition or closing order on them. It is now possible to carry out extensive repairs and improvements to these properties at quite a high cost and with the aid of the new grant of up to £1,000.0.0 make this work a reasonable proposition. I consider that such action will do much to preserve village properties and their character.

It is not possible in the short time since the inception of the Act to indicate whether the new provisions on rents will encourage landlords of tenanted properties to take advantage of the scheme or to that matter whether their tenants will agree to paying higher rents for improved facilities.

SECTION III - INSPECTION AND SUPERVISION OF FOODSlaughterhouses and Meat Inspection

There were four licensed Slaughterhouses in the District, one less than last year. The one small slaughterhouse which I reported to you last year as being licensed but not operating did finally close down.

29 licences were issued to Slaughtermen under the Slaughter of Animals Act 1958.

The number of animals slaughtered in the District did decrease again as forecast in my last report, as also did the weight of meat condemned and the amount of overtime worked by your inspectors.

All animals killed were inspected in accordance with the standard laid down.

	<u>1969</u>	<u>1968</u>	<u>1967</u>
Total of carcasses slaughtered	74,818	86,339	88,218
Number of carcasses inspected	74,818	86,339	88,218
Number of carcasses not inspected	--	--	--
Weight of Meat Condemned	68 tons 14 cwt	75 tons 11 cwt	62 tons 17 cwt
Number of Overtime hours worked by the Inspectors	886½ hrs.	1,092¼ hrs.	1,255¼ hrs.

Part 2

The following table gives particulars of carcasses inspected with those found to be affected with disease:-

	<u>Cattle</u>	<u>Cows</u>	<u>Calves</u>	<u>Sheep and Lambs</u>	<u>Pigs</u>	<u>Goats</u>
Number Killed )						
Number Inspected )	6155	1227	2611	4060	60,756	29

All Diseases except  
Tuberculosis and  
Cysticerci

Whole carcasses condemned	8	14	56	26	472	-
Carcasses of which some part or organ was condemned	2258	967	26	209	9,188	-
Percentage of the number inspected affected with disease other than tuberculosis and cysticerci	36.81%	79.9%	2.37%	5.79%	15.9%	-

Tuberculosis only

Whole carcasses condemned	-	-	-	-	-	-
Carcasses of which some part or organ was condemned	-	-	-	-	79	-
Percentage of the number inspected affected with tuberculosis	-	-	-	-	.13%	-

Cysticercosis

Carcasses of which some part or organ was condemned	11	1	-	-	-	-
Carcasses submitted to treatment by refrigeration	11	1	-	-	-	-
Generalised and totally condemned	-	-	-	-	-	-
Percentage	.17%	.081%	-	-	-	-

Poultry Inspection

1. Number of poultry processing premises within the district 8
2. Number of visits to these premises: 608
3. Number of birds processed during the year: 1,808,177
4. Number of birds inspected: 45,288
5. Type of birds processed - Turkeys, Ducks, Hens, Broilers, Capons,  
Rabbits and Petit Poussins.
6. Number of birds condemned:-

<u>Turkeys</u>	<u>Hens</u>	<u>Broilers</u>	<u>Capons</u>	
3,490	218	90	117	Total 3,915

There were 8 poultry establishments within the district the same as at the end of last year. Two are large establishments breeding and rearing their own birds for slaughter and the remainder buy in their birds.

Inspection is carried out by regular visits and suspect birds are seen at the larger establishments and if possible all the kill at the smaller ones. These inspections have been carried out as often as possible, but a daily visit is not always feasible in view of other commitments of your Inspectors, a fact which does cause concern as I consider that a visit once per day when killing takes place is desirable. It would not be possible without a very large increase in your Inspectorate to inspect all birds killed as is obvious from the number of birds processed during the year.

No complaints were received during the year in respect of any birds processed within the district, a fact which indicates the high standard maintained by owners and managements concerned.

FOOD AND DRUGS ACT 1955

Eight complaints were received during the year relating to food purchased in shops within the district and these were as follows.

1. Foreign bodies found in canned goods (two cases)
2. Glass in crust of loaf of bread.
3. Grease in bag of mini chips.
4. Nail in packet of Devon Splits.
5. Mouldy pork chipolata sausages.
6. Mouldy choc rolls.
7. Nail in packet of date slices.

In all cases the complaints were investigated and reported to you, when, after full consideration, severe warnings were issued in seven cases and no action taken on the other.

Food Hygiene Regulations

There were no serious contraventions relating to food premises and the standard of hygiene throughout the district is good.

Food Hygiene (Market Stalls and Delivery Vehicles) Regulations 1966

During the first part of the year informal action was taken to improve the standard of ice-cream vans operating in the district. In the majority of cases remedial action was forthcoming, but in some cases this warning was ignored. Consequently you decided to prosecute one operator for contraventions of these Regulations and this case was outstanding at the end of the year.

FOOD PREMISES

The following gives particulars of other food condemned at Shops and other premises during the year:-

Tins of Meat	.. .. .	455
Tins of Vegetables	.. .. .	741
Tins of Fruit	.. .. .	1447
Tins of Milk	.. .. .	117
Tins of Soup	.. .. .	219
Tins of Fish	.. .. .	255
Tins of Rice/Macaroni	.. .. .	152
Tins of Fruit Juice	.. .. .	86
Tins of Jam	.. .. .	3
Tins of Baby Food	.. .. .	17

FOOD PREMISES (CONTINUED)

Jars of Pickles	..	..	..	..	..	..	..	..	..	..	11
Pkts. of Lard	..	..	..	..	..	..	..	..	..	..	118
Boxes of Cheese	..	..	..	..	..	..	..	..	..	..	866
Bacon	..	..	..	..	..	..	..	..	..	..	1415 lbs.
Cheese	..	..	..	..	..	..	..	..	..	..	215 lbs.
Pkts. of Biscuits	..	..	..	..	..	..	..	..	..	..	72
Pkts. of Dessicated Coconut	..	..	..	..	..	..	..	..	..	..	17

FROZEN FOOD

62 pkts. of Vegetables  
4 pkts. of Chips

This condemned food is buried in the Council's Refuse Tips.

SECTION IV - MISCELLANEOUSPetroleum (Regulations) Acts 1928 and 1936.

Licences were issued as follows:-

Petroleum Spirit	153
Carbide Stores	2
Cellulose Stores	2
	<u>157</u>

During the year 2 new licences for Petroleum Spirit were issued and 4 discontinued.

Operations were commenced at Coltishall disused Railway Station for the transfer of North Sea Gas condensate from road tankers to railway tankers. Your department was initially involved in ensuring that all safety precautions were taken and ready co-operation was forthcoming from the operating company.

Pet Animals Act 1951

3 premises were licensed by the Council. These were inspected and found to be operated in accordance with their licence conditions.

Animal Boarding Establishments Act 1963

9 establishments are licenced by the Council. These were inspected and found to be operated at the required standard.

ENGINEER AND SURVEYORS DEPARTMENT

Pt.3.

S T A F F

ENGINEER AND SURVEYOR - R.H. COLVER, C.Eng., M.I.Mun.E., A.M.I.P.H.E.

DEPUTY ENGINEER AND SURVEYOR - J.S. BETTRIDGE

ASSISTANT ENGINEER AND SURVEYOR - K.A. BROOKS, A.M.I.P.H.E.

ENGINEERING SECTION: Engineering Assistants A.R. MINNS  
P.A. CASHEN

Resident Engineer C. HUNTER

Clerk of Works(Permanent) K. GRANT

Clerk of Works(Temporary) G.C. BROWN  
R.B. BANYARD

Works Superintendent D.J. SAUNDERS

Maintenance Engineer E.T. GROUT

Technical Assistant L.M. BARKER (to 30/11/69)  
D.J. BETTS (from 1/12/69)

Junior Technical Assistant J.D. CORPS

Site Clerk D.J. BETTS (to 30/11/69)  
P. LANGMEAD (from 1/12/69)

BUILDING CONTROL SECTION: Senior Building Inspector R. BARRETT, Mun.B.I.

Building Inspectors W. KEIGHLEY  
G.D. HAWKINS

General Assistant T.C. GARROD

GENERAL OFFICE: Senior Clerk E.G.H. MOBBS

Clerical Assistants G.A. JOHNSON  
P. LANGMEAD (from 20.1.69  
to 30.11.69)

Secretary/Shorthand Typist MRS. J. BLOOMFIELD (to 24.1.69)  
MRS. C. CROME (from 22.1.69  
to 30.4.69)

Typist/Receptionist MISS J.M. HERMAN (from 23.6.69)  
MISS L. HASTINGS (to 2.3.69)  
MISS D. JARVIS (from 3.2.69  
to 31.12.69)  
MISS S. WRIGHT (from 29.12.69)

The  
ANNUAL REPORT  
of the  
ENGINEER AND SURVEYOR  
(R.H. Colver, C.Eng., M.I.Mun.E., A.M.I.P.H.E.)  
for the year 1969  
- - - - -

Mr. Chairman, Ladies and Gentlemen:-

I have the honour to present my Annual Report for the year ended 31st December, 1969.

In the introduction to my report for 1968 I referred to two matters which stood out particularly during that year. Both these matters reflected on the work and problems of the Department during 1969. I refer firstly to the worsening national financial situation and the resulting curtailment of expenditure. These restrictions have had considerable effect on the Council's programme for the provision of main drainage throughout the major parishes in the district, and, although we were fortunate in being able to proceed with construction work on schemes which had been authorised earlier in 1968, it was extremely disappointing to be told that sanction could not be given for further projects.

In the second place I made reference to the above average rainfall during 1968, particularly during the summer and autumn. Unfortunately, the first months of 1969 were also wetter than normal, and during these early months of the year the Council were inundated with complaints from householders in a number of parishes where domestic septic tanks had become practically unusable due to the waterlogged conditions in low lying areas. Some of the most forceable complaints arose from the village of Spixworth where, certainly, householders in one particular location were very seriously affected, but it is quite certain that there were many similar situations in a number of other villages in the district. Development in many of these areas is modern and urban in character, and the drainage of such dwellings to individual septic tanks and soakaways cannot continue to be tolerated on the scale which exists at present. The only solution in such parishes is the provision of proper foul sewerage systems. The Council, in pursuing their present programme of main drainage, are fully aware of the need to provide this solution at the earliest possible opportunity. In such circumstances it is disappointing both for the Council and their staff to be told that such urgently needed schemes cannot go ahead at the present time, and it is certainly not easy to explain this fact to the householders and ratepayers whose domestic sewage floods their gardens, and whose toilet facilities become practically useless at certain times of the year.

Fortunately, there was some improvement in weather conditions during the summer and autumn, and, with below average rainfall figures during the latter half of the year, conditions generally tended to improve.

On the very last day of 1969 the Council received authority from the Ministry of Housing and Local Government to invite tenders for the Salhouse Sewerage Scheme, originally submitted in November 1968. It is anticipated that work on this scheme will start during the late spring of 1970. Perhaps as the year closes we see a glimmer of better things to come in 1970.

In concluding this introduction to my report I would like to express my appreciation for the support of the Public Health Committee, and indeed the whole Council throughout the year. I should also include my thanks for the interest and support of your Medical Officer of Health, and the Officers of the other Departments of the Council. I am grateful to all members of the staff of my own Department for the loyal and conscientious manner in which they have continued to carry out their various duties throughout the year.

The following notes indicate briefly the progress which has been made during the year with the Council's programme for the provision of various sewerage schemes.

1. Foulsham Sewerage Scheme

Work on the completion of this scheme proceeded very satisfactorily during the early months of the year, and the new sewers throughout the village together with the treatment works were brought into operation during May. By the end of the year a considerable number of properties served by the scheme had been connected, and I have been very satisfied with the operation of the new treatment works.

2. Central Parishes Sewerage Scheme - Phase One - Drayton, Taverham and Horsford

Work on this scheme, which commenced in August 1968, has proceeded very satisfactorily throughout the year. The new main pumping station at Drayton was brought into operation in September, and it was possible for a commencement to be made on the connection of properties in the majority of Drayton and parts of Taverham from then onwards. At the end of the year work was proceeding in the remaining areas of Taverham and in the village of Horsford, and I anticipate that the whole of the scheme will be completed before the end of 1970.

3. Salhouse Sewerage Scheme

I have already referred in the introduction of my report to the fact that on 31st December we received authority from the Ministry to invite tenders for this scheme, which had originally been put forward in November 1968. Work on the final preparation of tender documents will go ahead immediately and I anticipate that construction work should commence during the late spring of 1970.

4. Central Parishes Sewerage Scheme - Phase Two

Outline details of a comprehensive sewerage scheme to serve the villages of Spixworth, Horsham and Newton St. Faith's, Frettenham and Hainford were completed during the year and were submitted to the Ministry in October, with a request for consent to proceed immediately with the proposals for Spixworth and St. Faith's.

The problems of septic tank drainage in these villages is very acute and it is to be sincerely hoped that the Council are able to be in a position to commence the scheme during 1970.

5. Rackheath

During the year work has proceeded on the preparation of outline proposals for the provision of foul sewerage in the village of Rackheath, and it is hoped that the Council will be in a position to submit these proposals to the Ministry early in 1970.

6. Aylsham - Cawston Road Area

Detailed proposals for the construction of foul sewers and a pumping station at Cawston Road, Aylsham were submitted to the Ministry in December. The scheme is principally required to serve the existing hospital, and an area of some 20 acres for which planning permission has recently been granted for residential development.

WATER SUPPLY

For the purposes of water supply the district is divided into two areas as follows:-

- A. Norwich Corporation area of supply, comprising 25 parishes forming the eastern and southern parts of the district with an area of 47,086 acres and containing about 86% of the population and 91% of its rateable value.
- B. This Council's area of supply, comprising 23 parishes with an area of 45,919 acres, but containing only some 14% of the population and 9% of the rateable value of the district.

Appendix 3 contains certain detailed information in regard to the Council's water undertaking, together with details of the number of properties connected in our own area of supply, and also that of Norwich Corporation. It will be seen that the quantity of water supplied during the year rose again quite substantially. In general our resources are proving adequate to meet this increasing demand, and on no occasion did supplies have to be restricted during the year.

Contract work for the provision of new water mains in Felthorpe and the connecting main from Felthorpe to Horsford was unfortunately delayed for a number of reasons during the early months of the year, and the whole scheme was not finally completed and brought into operation until the end of September. With the provision of a bulk supply of water from the Norwich Corporation mains at Horsford it then became possible to abandon the old local source of supply, and the problems which have arisen during the last year or two during dry periods should now be resolved.

The provision of additional filter and pumping equipment at the Sall Headworks was finally completed during the first few weeks of the year and has operated very satisfactorily since that time.

During the year the water main was extended at Norwich Road, Honingham, the work being undertaken by your own outside staff.

Through the year regular samples for bacteriological examination were taken from the public mains in the Council's area of supply. 219 samples were taken and, in all but 6 cases, the results proved to be excellent. In those cases where the results were suspicious repeat samples were taken, following the flushing of the mains, and these gave satisfactory results.

## BUILDING CONTROL

During the year 1,920 plans were submitted for Town Planning permission or Building Regulation approval, compared with 2,023 applications in 1968.

During the year 717 new dwellings were completed, including 50 Council dwellings, and at the end of the year 619 new dwellings were in course of erection. These figures compare with 1,020 dwellings completed in 1968, and 927 in course of erection at the end of 1968. The decrease in the number of new dwellings completed obviously reflects the tightening of financial restrictions and the increasing difficulty for many people to obtain mortgages. It is interesting to note the increasing number of applications for the extension and improvement to existing properties. It would seem that many people, faced with a growing family, are attempting to carry out an extension of their present accommodation, rather than move to a new and larger dwelling. Undoubtedly yet another result of the present economic restrictions. As I said last year it is unfortunate that some of these extensions do not always provide ideal accommodation, and can often alter the appearance of a dwelling to an objectionable extent, although such proposals may not require planning permission.

Although it was not necessary during the year to request the Council to take formal action against any infringement of the Building Regulations, there were one or two cases where it was necessary to serve formal notice. Those cases which did arise were eventually satisfactorily dealt with and resolved.

During the year 10 new site licences and 24 renewals were issued under the above Act. Applications for site licences were refused in 3 cases where permission under the Town and Country Planning Acts had also been refused.

There are three major licensed residential sites in the district providing 179 standings as follows:-

The Hall, Stratton Strawless	46
Newtonvan Park, Newton St. Faith's	80
Black Hill, Drayton	53
	<hr/>
	179
	<hr/>

In addition there is a licensed holiday site at Haveringland Hall for 100 caravans.

A number of reports have been received during the year regarding residential caravans which have been brought into the district without planning permission and a site licence.. These infringements have generally been dealt with by informal action, although in certain cases the Council have authorised proceedings under the Act and have also requested the County Council as Planning Authority to take enforcement action.

From time to time complaints are received that gypsies are occupying unused private property with their caravans. Efforts by the owners of the property and the police inevitably succeed in their removal within a reasonable period. Although the problem in this Council's area is on a relatively small scale it is obviously desirable that some permanent solution to this problem should be found. Preliminary informal discussions have been held with the County Council and other local authorities with a view to the possibility of establishing a permanent caravan site for gypsies within the Norwich area.

I am, Mr. Chairman, Ladies and Gentlemen

Your obedient Servant,

R.H. COLVER

APPENDIX 1STAFF CHANGES in 1969Arrivals - Officers

20th January, 1969	Mr. P.C. Langnead	Clerical Assistant
22nd January, 1969	Mrs. C.M. Crome	Shorthand Typist
3rd February, 1969	Miss D. Jarvis	Typist/Receptionist
23rd June, 1969	Miss J.M. Harman	Secretary/Shorthand Typist
29th December, 1969	Miss S. Wright	Typist/Receptionist

Departures - Officers

24th January, 1969	Mrs. J. Bloomfield	Shorthand Typist
2nd March, 1969	Miss L. Hastings	Typist/Receptionist
30th April, 1969	Mrs. C.M. Crome	Shorthand Typist
30th November, 1969	Mr. L. Barker	Technical Assistant
31st December, 1969	Miss D. Jarvis	Typist/Receptionist

Arrivals - Workmen

28th April, 1969	Mr. A. Smith	Maintenance Engineer's Mate.
5th May, 1969	Mr. N. Rudrum	Sewage Works Attendant
7th July, 1969	Mr. R. Kemp	Sewage Works Attendant

Departures - Workmen

11th April, 1969	Mr. C. Rudrum	Sewage Works Attendant
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APPENDIX 2SEWERAGE AND SEWAGE TREATMENT

The following table indicates the additional connections to the public sewers which were made during the year:-

	No. of Properties Connected	
	During 1969	Total on the Scheme 31st December 1969
AYLSHAM	75	1,227
CATTON and parts of HELLESDON and SPROWSTON	155	1,659
DRAYTON Stage 1	1	193
HELLESDON	33	3,917
LENWADE	-	74
MARSHAM	21	93
REEPHAM Stage 1	1	275
REEPHAM Stage 2	4	113
SPROWSTON	219	3,543
WROXHAM	29	402
COLTISHALL	72	322
BELAUGH	3	32
HORSTEAD	36	239
FOULSHAM	156	156
DRAYTON	325	325
TAVERHAM	118	118

WATER SUPPLY

COUNCIL'S AREA OF SUPPLY

Total Area	71.75 sq. miles
Total Population (1961 Census)	6,772
Estimated Population Supplied (1969)	5,140
(1968)	4,870
Length of Main in Service	42 miles (approx.)

The following table represents the total quantity of water supplied from the various sources during 1969 with comparable figures for 1968:-

SOURCE	TOTAL SUPPLIED (GALLONS)	
	1968	1969
SALLE	28,489,000	29,480,000 *
FOULSHAM	19,071,000	22,389,000 /
OULTON	4,622,000	5,291,000
FELTHORPE	2,932,000	3,248,000
HONINGHAM	1,744,000	1,590,000
HEYDON	803,000	1,086,000
RINGLAND	1,471,000	1,513,000
WESTON	649,000	713,000
GUESTWICK	252,000	259,000
WOOD DALLING	481,000	575,000
HAVERINGLAND	2,621,000	2,562,000
TOTAL	63,135,000	68,706,000
BULK SUPPLIES (To Mitford and Launditch R.D.C.)		
SPARHAM	1,992,000	2,193,000 *
BINTREE TOWER	10,414,000	12,619,000 /
TOTAL	12,406,000	14,812,000

Includes  
bulk  
supplies  
recorded  
below

Water Mains Laid in 1969

<u>Parish</u>	<u>Size of Main</u>	<u>Length</u>	<u>Properties Served</u>
Cawston (Howards Way)	3"	67 yds.	12
	4"	25 yds.	
Felthorpe-Horsford	9"	1,467 yds.	Reinforcement main
	6"	1,320 yds.	
	4"	100 yds.	
	3"	6 yds.	
Honingham	4"	140 yds.	4

The following figures indicate the number of properties connected to the mains in the various parishes of the Council's area of supply at the end of the years 1958, 1963 and 1966-69:-

PARISH	1958	1963	1966	1967	1968	1969
Attlebridge	-	15	18	18	18	19
Booton	10	15	37	44	44	44
Brandiston	-	-	18	26	26	26
Cawston	95	213	272	284	294	323
Felthorpe	12	80	107	112	113	128
Guestwick	-	10	10	10	10	10
Foulsham & Themelthorpe	148	234	262	269	273	284
Heydon	-	-	29	31	32	33
Honingham	-	13	48	50	50	52
Morton-on-the-Hill	-	-	14	19	19	20
Oulton and Blickling	12	46	65	65	65	66
Reepham	178	331	412	432	457	475
Ringland	-	-	41	46	51	52
Salle	20	36	36	36	36	36
Swannington	-	15	43	45	50	57
Weston Longville	13	29	39	39	42	43
Gt. Witchingham	81	126	143	148	152	157
Wood Dalling	5	18	19	21	21	21
TOTAL	574	1,181	1,613	1,695	1,753	1,846
Connected during year	-	-	108	82	58	93

The following is a list of the parishes in the Norwich Corporation's area of supply, with the number of properties connected at the end of the years, 1964-1969:

PARISH	1964	1965	1966	1967	1968	1969
Aylsham	1,076	1,135	1,209	1,285	1,401	1,457
Belaugh	11	11	11	18	31	41
Brampton	33	38	38	39	40	40
Buxton	257	266	283	292	327	339
Catton	787	811	851	900	*894	1,035
Coltishall	376	392	411	422	432	450
Crostwick	-	1	5	8	8	9
Drayton	769	846	866	883	878	881
Frettenham	113	130	138	150	159	163
Hainford	180	195	206	217	219	227
Hellesdon	3,572	3,669	3,817	3,929	*4,148	4,173
Hevingham	230	243	250	256	251	260
Horsford	429	485	555	580	602	608
Horstead	200	214	219	233	236	264
Marsham	204	216	220	224	219	239
Rackheath	446	454	464	467	468	471
St. Faith's	623	660	676	691	*511	518
Salhouse	345	374	392	397	405	408
Spixworth	502	564	655	692	708	715
Sprowston	3,931	3,979	4,109	4,278	4,470	4,744
Stratton Strawless	20	19	19	44	49	61
Taverham	728	827	901	967	1,004	1,034
Tuttington	22	34	40	57	66	72
Wroxham	433	444	447	462	470	484
TOTAL	15,287	16,007	16,782	17,491	17,997	18,694

\* The boundaries of these parishes were altered on 1st April, 1968 by the Norwich Order 1968.

SCHEMES DEALT WITH DURING 1969WATER SUPPLY

CAWSTON	Watermain extension, Howard's Way	Work completed January 1969
FELTHORPE	Supervision of contract under construction for linking existing water supply scheme to new City of Norwich Main at Horsford	Work completed September 1969
HONINGHAM	Water main extension, Norwich Road	Work completed October 1969

SEWERAGE AND SEWAGE TREATMENT

AYLSHAM	Erection of vehicle shed and hard standing at Aylsham sewage treatment works	Contract work completed November 1969
AYLSHAM	Sewer extension to serve existing and proposed development in the Cawston Road area of Aylsham	Scheme prepared in detail and submitted to Ministry for approval. December 1969
CENTRAL PARISHES SEWERAGE SCHEME - PHASE I	Supervision of contract under construction for the provision of a comprehensive sewerage system in Drayton, Taverham and Horsford.	Contract work continued throughout year.
CENTRAL PARISHES SEWERAGE SCHEME - PHASE II	Comprehensive sewerage scheme to serve the villages of Spixworth, Horsham & Newton St. Faith's, Frettenham and Hainford and lifting the flows to Norwich City Sewerage system in Catton Grove Road.	Outline proposals prepared. Submitted to Ministry for approval October 1969
FOULSHAM	Supervision of village sewerage scheme under construction.	Contract work completed May 1969
RACKHEATH	Village sewerage scheme and treatment works	Outline proposals being prepared for submission to Ministry.

SEWERAGE AND SEWAGE TREATMENT (CONTINUED)

SALHOUSE

Village sewerage scheme for  
Salhouse and part of Rackheath  
parish

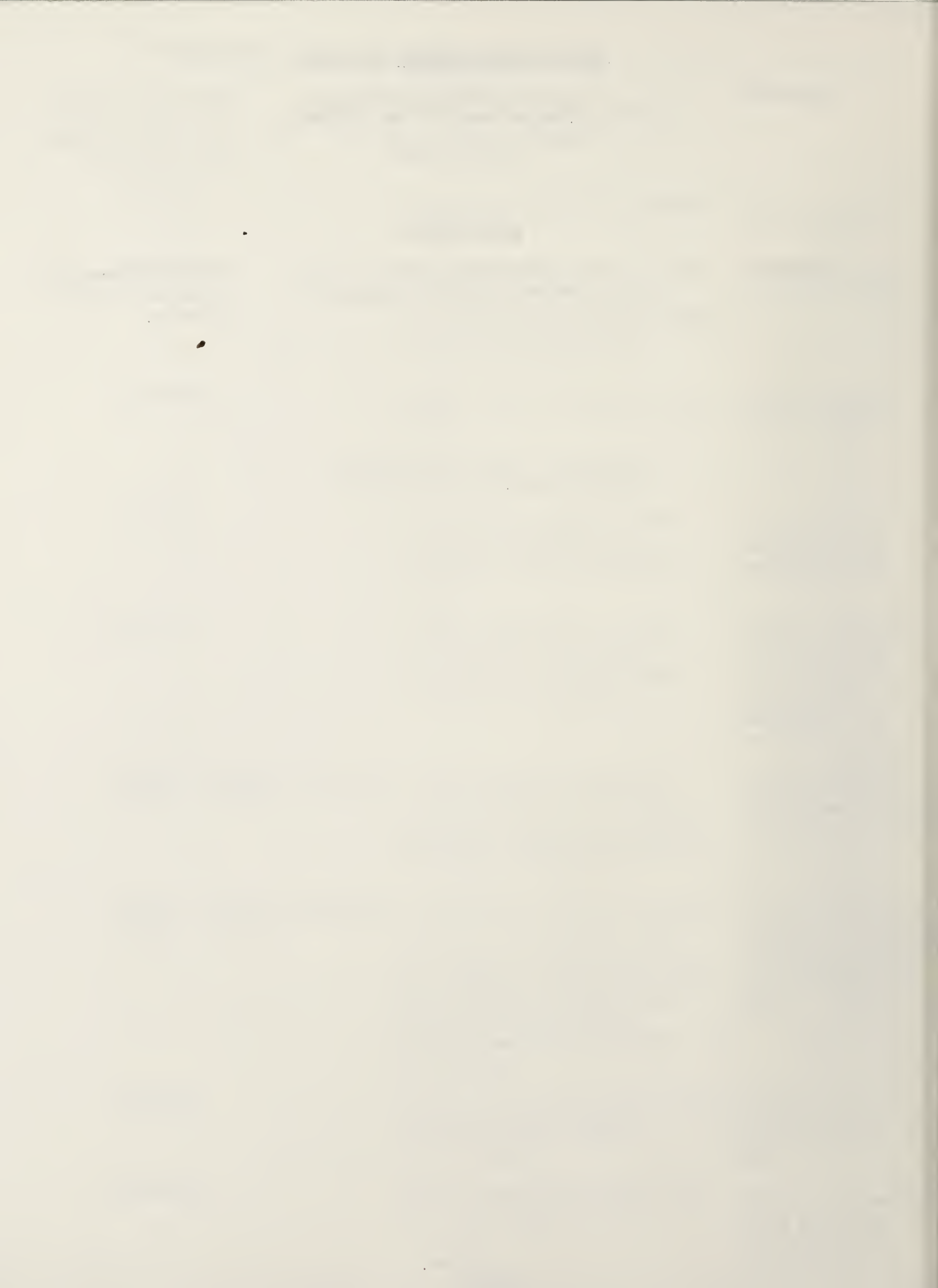
Ministry approval  
to invite tenders  
for work received  
December 1969

OTHER WORKS

AYLSHAM

New Gentlemen's toilet block  
Aylsham public convenience

Details prepared  
ready to invite  
tenders.







HOUSING COMMITTEE FOR 1969/70

Chairman

Mr. A. Pumphrey

Vice-Chairman

Major J.H. Hackett

Mrs. R.A. Birkbeck  
Mr. C. W. Bizley  
Mrs. A. J. M. Brereton  
Mr. A. S. Bunn  
Rev. A. Carling  
Mr. P. J. Cranness  
Mr. A. W. Doughty  
Mr. T. Harvey  
Mr. H. Jones  
Mrs. S. H. Lambley  
Mrs. L. K. Lincoln  
Mr. H. E. Percy  
Mr. W. C. Pert  
Mr. G. B. Price  
Mr. C. A. Pye  
Mrs. F. M. Roualle  
Mr. H. J. Rump  
Mr. R. J. Spraggins  
Mrs. D. Stanway  
Mrs. V. E. Tallowin  
Mr. E. W. Trafford  
Mr. C. S. Walls  
Rev. R. M. Winter

ESTATES MANAGEMENT AND TENANTS' SELECTION SUB-COMMITTEE

FOR 1969/70

Chairman

Mr. E. W. Trafford

Vice-Chairman

Mrs. F. M. Roualle

Mr. T. Harvey  
Mrs. L. K. Lincoln  
Mr. H. J. Rump  
Mr. R. J. Spraggins  
Rev. R. M. Winter

Mr. A. Pumphrey )  
Major J. H. Hackett ) ex-officio

STAFF

A. C. GITTINS, F.R.S.H., F.I.H.M., A.R.I.C.S., M.A.P.H.I.  
Housing Officer                      Chartered Surveyor

J. C. HAGGITH, F.G. of S., A.M.R.S.H.  
Deputy Housing Officer

S. C. HANNANT  
Housing Surveyor

A. E. WOODINGS, F.I.Q.S., A.M.I.B.  
Housing Assistant (to June, 1969)

M. G. JACKSON  
Architectural Assistant

S. H. Pycroft  
Rent Collector/Inspector

L. H. Utting  
Rent Collector/Inspector

G. K. Baynes  
Clerk/Rent Collector

MRS. S. D. KEY  
Shorthand/Typist

MRS. S. J. PAGE  
General Assistant (to May, 1969)

MRS. J. M. HALL  
General Assistant (from April, 1969)

P. B. CADDY  
General Assistant (to March, 1969)

D. J. SEWELL  
General Assistant (from August, 1969)

GENERAL ADMINISTRATION

1. Three vacancies arose in the Department following the resignation of Mr. A.E. Woodings (Housing Assistant), Mrs. S.J. Page (General Assistant) and Mr. P.B. Caddy (General Assistant).
2. The resignation of Mr. Woodings left a number of contracts for improvement works still to be completed and his work had to be taken over by another member of the staff, thereby affecting other technical work. It was ultimately decided to change the character of the vacant post to management duties, but no appointment was made until mid-1970. Over all the appointments the Department, therefore, lost some 64 working weeks for one person, which is approximately 1/9 of the total annual department time. This has had the expected adverse effect on projects in the Department, chiefly in the sphere of new building.
3. The Committee may recall that in September, 1967, I was elected to the General Council of the Institute of Housing Managers. I regret to report that I lost my seat in the 1969 election. I hope that in these two years I was able to put forward a view which represented the rural district approach to housing administration. I am pleased to report that this view was not completely ignored in that I was asked to give evidence on behalf of the Institute to the Allocation Sub-Committee of the Central Housing Advisory Committee and to Estimates Sub-Committee B of the House of Commons. I appreciate the support of the Housing Committee in facilitating my service on the Institute General Council.
4. During the year, I attended two Parish Council meetings (at Honingham and at Oulton) to try to explain aspects of the Council's housing activities.
5. Table 1 on page 4 gives an indication of the proportions of the total office time devoted to various aspects of the work. Compared with last year, there was less time given to capital work, reflecting the change in staff and the fact that considerably more time had to be given to external painting supervision.
6. The volume of outgoing correspondence increased by about 10% compared with the previous year.

TABLE 1

The following list gives numbers of visits to indicate the proportion of the Department's time devoted to the main aspects of the work:-

Supervision of new building	637
" " improvements	518
" " roadworks	36
" " external painting	339
" " other maintenance work	1255
Management (including tenancies, welfare, erection of sheds, lodger applications etc.)	728
Investigation of applications, transfers and exchanges	427
Survey and inspection of land	46
Miscellaneous (including mortgage inspections)	55
Rents (not including routine collection)	44
Office interviews - tenants, applicants etc.	690

TABLE 2 HOUSING DEMAND

	At 31st December													
	1964	1965	1966			1967			1968			1969		
			A	B	Total	A	B	Total	A	B	Total	A	B	Total
<u>APPLICATIONS:</u>														
Aged Persons	131	106	76	52	128	75	86	161	91	93	184	102	123	225
Other	460	545	209	343	552	166	358	524	176	399	575	136	371	507
Total	591	641	285	395	680	241	444	685	267	492	759	238	494	732
<u>HOUSING ACT</u> <u>CLEARANCE CASES</u>	68	59			67			96			46			58
Total Demand	659	700			747			781			805			790

HOUSING DEMAND

7. Housing demand, as recorded in the register of general applications and on the slum clearance list at the end of the year, is shown in Table 2 on page 4 which gives comparative figures for the previous five years.
8. The application categories A and B represent cases in housing need and cases with no urgent need respectively. Category A figures are used in arriving at estimations of need in the various parishes and provide one factor on which the building programme is based. The need arising in the aged persons sector of category A is an important aspect of the total housing need and, together with clearance cases and rehousing from prefabricated bungalows, largely dictates the pattern of the building programme.
9. Compared with previous years, there has been an increase in the number of aged person applications and a decrease in the number of "other" applications. The nett effect is a decrease in total (238) category A applications which stood at 285 in 1966 when this form of record was instituted. The trend for category B applications has been upwards since 1966 and this has produced a continuing increase in total applications, balancing out the slight fall in category A.
10. The total number of clearance cases outstanding has increased by 12 compared with 1968, but the figure of 58 is less than for preceding years.
11. There was little change in the number of engaged couples applications which stood at 77 compared with 69 in 1968.
12. A total of 186 applications were removed from the register because they found other accommodation or because they failed to answer our enquiries and were removed from the register.
13. The average waiting time for all those cases which were rehoused in 1969 was 4 years compared with 3.8 years in 1968.

REHOUSING AND TENANCIES

14. Table 3 on page 7 indicates the manner in which housing need was dealt with during the year compared with previous years and Table 4 gives an account of the total number of tenancies created and the means whereby they were provided over the same period. The number of tenancies created in 1969 was below the record 1968 figure and this was due largely to the smaller number of transfers arranged.
15. The total of 30 aged persons rehoused in Table 3 includes 12 cases transferred from existing Council houses to smaller accommodation.
16. Every effort was made to rehouse outstanding housing clearance cases within the number of lettings which became available. A total of 26 was thus achieved.
17. Wherever possible, an attempt is made to move single occupants of family dwellings into smaller accommodation notwithstanding that such persons are often reluctant to move. There are considerable personal and welfare problems involved in these cases which are, therefore, very time-consuming. At present, there are insufficient vacancies in small dwellings to cope with those tenants who wish to move. When the stage is reached that all requests are satisfied and more attention can be given to those tenants who are not willing to move, there will need to be some consideration of possible incentives to such transfers.

TABLE 3 - REHOUSING

	1960	1961	1962	1963	1964	1965	1966	1967	1968	1969
Aged person cases					22	12	17	19	48	30
Possession Order cases					6	3	8	2	3	2
Other housing cases					24	20	18	37	19	35
Total housing list cases	38	26	50	45	52	35	43	58	70	67
Housing Act clearance cases	37	40	47	30	22	14	8	28	31	26
Pre-fabs. and other unfit properties	-	-	-	-	-	8	-	-	15	16
Total rehousing	75	66	97	75	74 <sub>y</sub>	57	51	86	116	109
Applications removed from list for other reasons	110	116	92	89	107	132	119	106	83	186

TABLE 4 - CREATION OF TENANCIES

	1960	1961	1962	1963	1964	1965	1966	1967	1968	1969
Tenancies arising from:										
New building	26	33	58	31	31	24	6	41	60	50
Existing vacancies	56	42	48	47	39	37	41	45	56	59
Transfers	11	4	13	12	13	13	15	19	46	22
Exchanges	11	13	10	5	14	15	8	9	8	5
Grant to successor of original tenant	36	33	26	31	55	33	41	40	41	39
Total	140	125	155	126	152	122	111	154	211	175

NEW BUILDING

18. 50 dwellings were completed in 1969, which is 10 less than the previous year. These 50 represented the completion of those contracts entered into before the Council called a temporary halt while the housing financial situation was reconsidered. 30 of these dwellings were in contracts started in 1968.

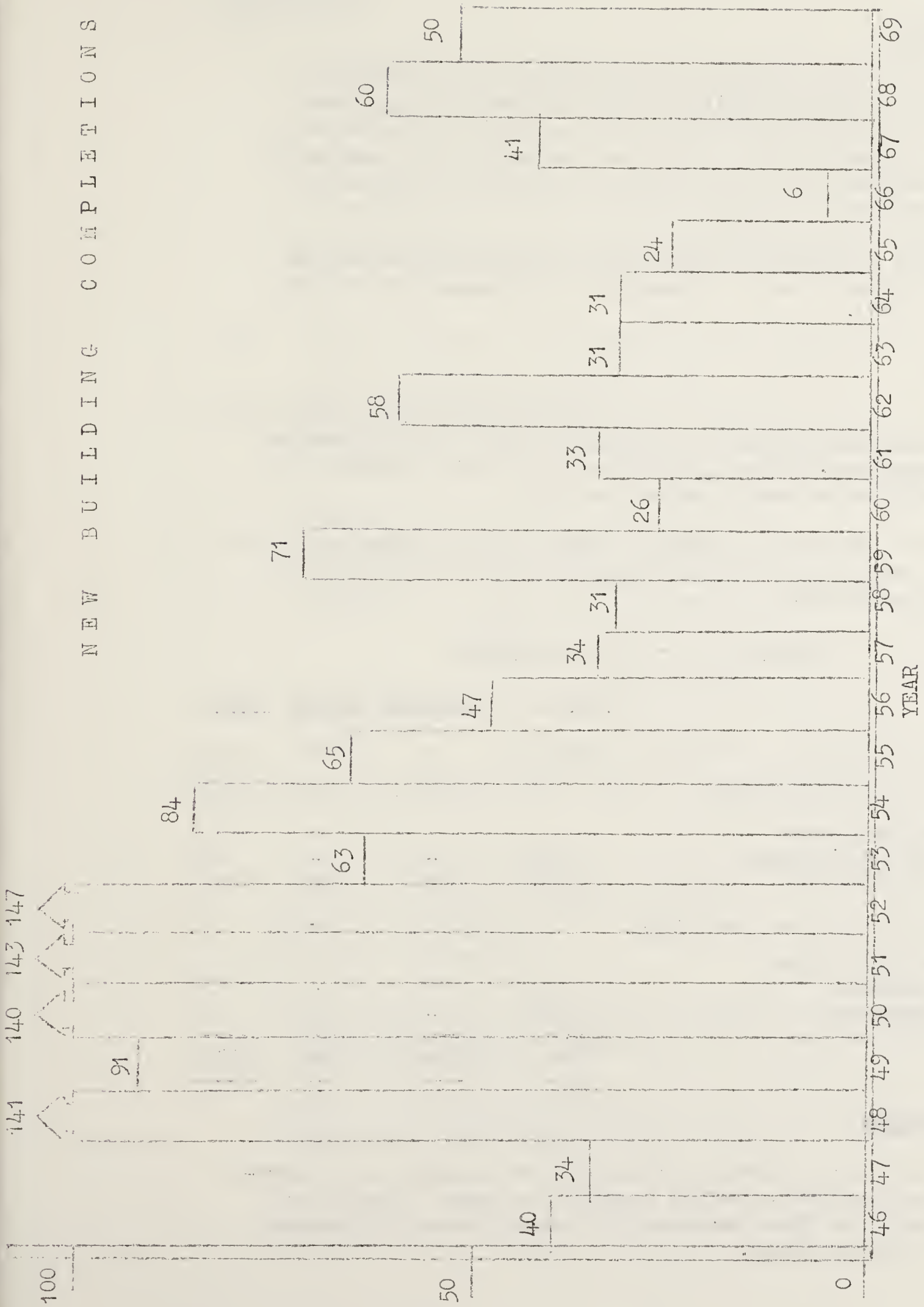
The total was made up as follows:-

	<u>Bungalows</u>		<u>Flats</u>	<u>Houses</u>	<u>Total</u>
	<u>2-bed</u>	<u>2-bed</u>	<u>1-bed</u>	<u>3-bed</u>	
Swannington	-	2	2	-	4
Cawston	2	2	2	2	8
Coltishall	10	4	4	-	18
Marsham	8	4	4	4	20
	<u>20</u>	<u>12</u>	<u>12</u>	<u>6</u>	<u>50</u>

The chart on page 9 gives annual totals of completions since 1946.

19. It may be recalled that a part of the programme for 1968, i.e. Wroxham scheme, was carried over to 1969. The deferrment arising on financial grounds prevented the preparation of this scheme being completed and it is now included in the total current year's programme of 93 dwellings made up of 22 at Wroxham, 6 at Honingham and 65 at Sprowston. It appears, therefore, that no new building will be completed in 1970. Apart from financial considerations, the staff situation referred to in the section on Administration, also caused delay in the preparatory work.
20. All dwellings completed were built to full Parker-Morris standard and most tenants appear to appreciate the facilities provided. We continued to build the major part of the programme in the form of 1 and 2-bedroom units.
21. The contract of Hooker (Builders) Ltd. for flats at Reepham was finally settled with the Liquidator after the Department had completed the outstanding work with other contractors. This brought to an end the protracted supervisory and administrative work which followed the Firm's liquidation in April, 1968.

NEW BUILDING COMPLETIONS



Cost Yardsticks

22. The housing cost yardstick was revised in April and the regional variation applicable in this area was increased to 6%. This followed considerable complaint from local authority associations as to the adequacy of the yardstick figures and the procedure will presumably be repeated as costs continue to rise.

In October the Ministry also issued revised standards for housing for old people. These are to be mandatory as from October, 1970.

Housing Stock

23. 27 prefabricated bungalows (14 at Aylsham and 13 at Coltishall) and 6 temporary purchased cottages in High Street, Marsham were demolished. Since 50 new dwellings were provided, the nett addition to housing stock was 17.

The effect of this is shown in Table 5 (below) from which it will be seen that the total dwellings of all types at 31st December was 2125.

TABLE 5 - HOUSING STOCK

	<u>Houses</u>	<u>Bungalows</u>	<u>Flats</u>	<u>Total</u>
Pre-war dwellings	532	21	4	557
Prefabricated bungalows	-	55	-	55
Post-war dwellings:				
(i) non-traditional	92	-	-	92
(ii) traditional	706	607	80	1393
Temporary (war-time) dwellings	-	9	-	9
Purchased dwellings:				
(i) permanent	13	5	-	18
(ii) temporary	1	-	-	1
	<u>1344</u>	<u>639</u>	<u>84</u>	<u>2125</u>

Car Accommodation

24. During the year a further 23 garages were built and 13 hard-standings provided on which tenants may erect a garage or park a car. At 31st December the Council owned 65 garages and 97 hard-standings.

IMPROVEMENTS

25. The loss of the additional Housing Surveyor who was appointed in 1968 left the Department in some difficulty. At the time he resigned there were 38 new dwellings in the course of construction and 18 pre-war houses being improved. There were also five contracts covering 52 dwellings at various stages after completion and on which a considerable amount of administrative work had to be done. At the time of writing all the final accounts on these contracts have not yet been settled. However, it was possible to commence work on a further 44 dwellings in Aylsham.

26. At 31st December the position on improvements was:-

Completed during the Year

Belaugh	2	(residue of a total contract of 8)
Coltishall	44	(Rectory Road, Rectory Close and North Walsham Road)
Stratton	2	(The Village)
Strawless	6	(Rectory Road)
Horstead	24	(Sir Williams Lane and Yaxleys Lane)
Aylsham	<u>78</u>	

In Progress

Aylsham	44	(Hungate Street)
---------	----	------------------

27. Overall the position at 31st December was as follows:-

Total dwellings improved to discretionary grant standard	430
Improvements in progress	44
Schemes prepared and awaiting start	6
Still to be improved	86
Not to be improved	3

The 86 dwellings remaining to be improved are situated at Cawston (14), Felthorpe (4), Hainford (12), Hovingham (18), Horstead (8), and Salhouse (30).

Table 6 on page 12 gives annual totals of improvement completions since 1954.

28. Complaints were received from Coltishall Parish Council regarding the improvement work being carried out mainly in the Rectory Road contract. On investigation it proved impossible to obtain more than a very minor degree of evidence of unsatisfactory work or procedures, despite a house-to-house inspection. Apart from trying to ensure that known problems were dealt with, it was difficult to take any other positive action on the complaints.
29. With the completion of main sewerage in Drayton and Taverham, it has been possible to abolish a number of cesspools and septic tanks and the provision of a water main in Felthorpe has permitted the connection of the Council houses in that parish to a mains water supply.
30. The position in respect of amenities and facilities in Council dwellings at the end of 1969 is given in Table 7 below.

TABLE 6 - IMPROVEMENT COMPLETIONS

1954	1955	1956	1957	1958	1959	1960	1961	1962	1963	1964
32	-	-	28	28	-	24	22	54	-	34

1965	1966	1967	1968	1969
32	38	27	33	78

TABLE 7 - AMENITIES AND SERVICES IN COUNCIL DWELLINGS

No. of dwellings with:-

Main water supply and main sewerage	1363
Main water supply and site sewage disposal scheme	553
Main water supply and cesspool drainage	118
Main water supply and pail closets	34
Site water supply (bore) and site sewage disposal scheme	40
Site water supply (bore) and pail closets	8
Well water supply and pail closets	9

MAINTENANCE

31. 4346 orders were issued on private contractors for repairs to Council properties.

The following figures give an indication of total expenditure on maintenance (including painting) over the last six years:-

<u>Financial Year</u>	<u>Total expenditure to nearest £100</u>	<u>Average per dwelling to nearest 1/-d</u>
1963 - 64	£22400	£ 11. 9.
1964 - 65	£27200	£ 13. 14.
1965 - 66	£27100	£ 11. 19.
1966 - 67	* £23200	£ 11. 8.
1967 - 68	£29600	£ 14. 10.
1968 - 69	£25900	£ 12. 6.

(\* The number of dwellings painted externally in this year was smaller than the annual average).

The bulk of the expenditure for 1969 does not, of course, show in the figure for the financial year 1968 - 69. The figure given also excludes a sum for external painting since no painting was done in 1968. If painting had been done the total expenditure would have increased by about £8000 giving a per dwelling figure of £16. 1.

External Painting

32. A total of 674 dwellings and one shop (at Aylsham) was painted externally in 1969. The average cost was £22. 11. Od. per house and £15. 12. Od. per bungalow.

Housing Sewage Disposal

33. At the end of the year there were 49 disposal schemes dealing with drainage from Council dwellings. Of these, 11 comprise septic tanks with gravity filters; the remainder rely on sub-soil irrigation for effluent disposal. There are, in addition, approximately 44 cesspools.

34. The maintenance of schemes which include filters is dealt with by the Engineer's labour. Maintenance on other schemes consists largely of desludging the tanks and this work, together with the emptying of cesspools, is dealt with by the Public Health Department. Some inconvenience was caused during the year by delays in desludging and cesspool emptying. This appears to have been due to the difficulties under which the Public Health Department were working. Sewage disposal arrangements at Felthorpe were improved by extending the area available for effluent disposal.

Housing Water Supply

35. There are 6 supply schemes to Council dwellings which rely on a bore well. In some cases, these schemes also supply sundry private dwellings. Their maintenance is dealt with by the Engineer's Department.

GENERAL AND ESTATE MANAGEMENTTenancy Control

36. Four notices to quit were served. Two for rent arrears, one for an unsatisfactory tenancy and one to gain possession from a family who were lodgers under the original tenancy. One notice was withdrawn after the operation of the guarantee scheme between the Welfare Authority (Norfolk County Council) and this Council. One was withdrawn after rent arrears had been reduced and after representation by the Welfare Authority. The unsatisfactory tenant moved out of the district and gave possession. The lodger family accepted temporary rehousing by the Council.

Car Parking

37. Despite the facilities provided by the Council, the garages and sites available are not adequate for the growing demands of car ownership.
38. The Estates Management Sub-Committee reconsidered their policy in respect of car parking and access and relaxed the conditions slightly to help those tenants occupying houses where it is physically impossible to provide car accommodation at the rear or side of the building. This means that, where no satisfactory alternative is possible, tenants of the inner dwellings in terrace blocks will be allowed to form a parking space in front of the dwelling.
39. An effort was made during the year to ensure that vehicles were not parked on grassed amenity areas thereby causing damage. A degree of improvement was secured, but it is obviously a continuing problem which may be solved only when adequate parking facilities are made available elsewhere.

Land.

40. During 1969, there was no addition by purchase to the total of land owned by the Council which stands at 68 acres. The amount of land undeveloped, however, increased by almost 4 acres as a result of the removal of prefabricated bungalows at Aylsham and Coltishall.

One small area of land forming the site of the old sewage works at Marham was sold.

Wherever possible, land not required in the immediate future for building is let for cultivation or grazing. There appears to be a continuing demand for land for pony grazing.

RENTS

41. The end-of-year (financial) figure of rent arrears again stayed at a satisfactory level and it is doubtful whether it can be improved upon. Any arrear represents a challenge to the staff and by a fairly rigid system of routine collection it is possible to devote the necessary time to the special measures which are necessary in the more outstanding cases. It must be recognised, however, that rent arrears are often only one symptom of some more complex tenancy or domestic problem.
42. Table 8 gives a comparison of annual arrears at the end of the financial year.

1960	1961	1962	1963	1964	1965	1966	1967	1968	1969
221	245	227	266	245	104	113	215	444	168

The arrear of £168 represents 0.08% of the total sum collectable in the 1968/69 financial year.

43. Early in the year, the Sites and Building Sub-Committee, in considering the programme for 1969/70, concluded that an early revision of rents was needed if a deficit was to be avoided on the Housing Revenue Account. Rents were increased by 30% with effect from the end of June, such increase being approved by the Minister of Housing and Local Government under the Prices and Incomes Act, 1968. At a further consideration in October, it was decided to suspend building, i.e. not to proceed to tender stage, until rents had again been reviewed. (This review was made in January, 1970 and an interim rent increase of 4% agreed to operate in July).
44. In May the Housing Committee approved a recommendation of the Estates Management Sub-Committee that certain rent arrears should be recovered by Bailiff procedure on the issue of a distress warrant. Such action was approved by the Sub-Committee in 5 instances and has proved to be a useful addition to the recovery measures previously adopted. £68 was recovered in this way and whilst it is not a large sum it has helped to prevent the accumulation of larger arrears by the tenants concerned.

45. The possibility of the direct payment to the Council of rent allowances made by the Department of Health and Social Security to tenants in need was discussed with the Department. There is a reluctance on their part to interfere with the present system unless all other means of rent recovery have been tried. I have, therefore, established an arrangement to investigate possible alternative approaches with the Department in appropriate cases. It is too early to comment on the effectiveness of this to date.

#### ACKNOWLEDGEMENT

1969 has not been a particularly easy year with various staffing and policy changes. The members of the Department who remained during the staff changes listed on page 2 took the extra burden which resulted and played their part in ensuring the degree of progress which was achieved. Nonetheless, it is to my regret that new housing suffered to some extent from these problems. It is to be hoped that a full establishment can be maintained long enough in the future to show in more substantial form the results of the interest which the staff have shown in the work of the Department.

I am grateful for the co-operation of the other chief officers and their staffs in those matters which affected us jointly.

I also appreciate the support given by the Chairman and Members of the Housing Committee and the Estates Management and Tenants' Selection Sub-Committee. The fact that the latter Committee met on 23 occasions gives some idea of the volume of detailed management work which arose during the year.

A. CHRIS. GITTINS,

Housing Officer.

July, 1970.





